

Minutes of Meeting
VIRGINIA REAL ESTATE BOARD
INFORMAL FACT-FINDING CONFERENCES
OCTOBER 23, 2003 (1:00 P.M.)

The Virginia Real Estate Board convened in Richmond, Virginia, for the purpose of holding Informal Fact-Finding Conferences pursuant to the Administrative Process Act.

R. Schaefer Oglesby, Board Member, Presided. No other Board members were present.

Douglas W. Schroder appeared for the Department of Professional and Occupational Regulation.

The conferences were recorded by Inge Snead & Associates, LTD. and the Summaries or Consent Orders are attached unless no decision was made.

Lic=Licensing Application

A=Applicant

Participants


Patricia Ann Makin
File Number 2004-01007 (Lic)

Patricia Makin – A

The meeting adjourned at 1:30 p.m.

Virginia Real Estate Board


S. Ronald Owens, Vice Chairman


Louise Fontaine Ware, Secretary

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**COMMONWEALTH OF VIRGINIA
DEPARTMENT OF PROFESSIONAL AND OCCUPATIONAL REGULATION
REAL ESTATE BOARD**

**RE: PATRICIA ANN MAKIN
 APPLICATION**

FILE NUMBER: 2004-01007

Summary of the Informal Fact-Finding Conference

An Informal Fact-Finding Conference (IFF) was convened on October 23 2003, at the Department of Professional and Occupational Regulation, pursuant to a Notice of Informal Fact-Finding Conference sent by certified mail to Patricia Ann Makin on September 25, 2003. The following individuals participated at the conference: Patricia Ann Makin, Applicant; Douglas W. Schroder, Staff Member; and R. Schaefer Oglesby, presiding Board Member.

Summation of Facts

1. Patricia A. Makin (Makin) applied for a real estate salesperson's license by reciprocity on July 8, 2003, and disclosed a previous disciplinary action on her application.
2. On December 10, 2002, the District of Columbia Board of Real Estate (the D. C. Board) entered into a Consent Order with Makin wherein the Board found that Makin violated the license provisions of D.C. Official Code Section 47.2853.173 and Makin was required to pay a fine in the amount of \$2,500.00 for this violation.
3. During the IFF, Makin stated that she was licensed by the D. C. Board in 1999 and being a first time licensee she did not realize that her license had expired. Makin stated she did not receive notice from the D.C. Board. During that time, Makin sold real estate while unlicensed.

Conclusion and Recommendation

Based upon the record and information presented at the conference, I recommend Makin's application be approved. I believe it was an honest mistake on Makin's part, and I do not believe that she will fail to renew her license again. I believe that Makin will be an asset to the real estate profession in Virginia.

By: _____

R. Schaefer Oglesby
Presiding IFF Board Member
Real Estate Board

Date: October 23, 2003

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTEREST ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: R. Schaefer Oglesby
2. Title: Member
3. Agency: Real Estate Board
4. Transaction: Informal Fact-Finding Conferences on October 23, 2003
5. Nature of Personal Interest Affected by Transaction: _____

6. I declare that:

(a) I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

(b) I am able to participate in this transaction fairly, objectively, and in the public interest.

Signature

Date

10-23-03